

HERMITAGE FIELD COMMUNITY MEADOW

England & Wales · Charity number 1190864

Details

Status Registered

Legal form CIO

Registered 2020-08-14

Register [View on the Charity Commission register](#)

Contact

Address Hermitage Lodge
Low Road
Crook O Lune
Lancaster
LA2 9HU

Phone 01524812114

Email ericasarney@fastmail.fm

Website <https://hermitagefieldcommunitymeadow.com/>

Activities

Objects: TO PROMOTE FOR THE BENEFIT OF THE PUBLIC THE CONSERVATION, PROTECTION, AND IMPROVEMENT OF THE PHYSICAL AND NATURAL ENVIRONMENT BY PROMOTING BIOLOGICAL DIVERSITY.

Activities: Restore the Hermitage Field at the Crook O' Lune (LA2 9HU) into a species rich traditional hay meadow for the benefit of the Public and biodiversity. Raise Public awareness of wildflower meadows, educate and equip the Community with the knowledge and skills to create, enhance, manage and enjoy wildflower meadows. Work with local community groups, farmers and local contractors to execute the work.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Environment/conservation/heritage, Other Charitable Purposes
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- Lancashire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£335	£1,279	-	-
2024-03-31	£3,238	£3,917	-	-
2023-03-31	£2,944	£848	-	-
2022-03-31	£374	£2,445	-	-
2021-03-31	£6,260	£1,958	-	-

Trustees

Name	Role	Appointed
ERICA SARNEY BEM	Chair	2020-07-10
Dr KATHARINE JUDITH MILNES		2020-07-10
Lois Katherine Browne		2022-09-12
Richard John Evans		2022-03-08
TIMOTHY PAUL SARNEY B.Sc. Hons		2020-07-10

HERMITAGE FIELD COMMUNITY MEADOW

England & Wales - Charity number 1190864

Accounts

HERMITAGE FIELD COMMUNITY MEADOW

4th ANNUAL REPORT 2024-2025



HERMITAGE FIELD
COMMUNITY
MEADOW

CHARITY REGISTRATION NUMBER 1190864

1. Charitable Purpose and Main Activities 2024-2025

The Hermitage Field Community Meadow Charitable Incorporated Organisation (CIO) was registered on 14th August 2020 with the objective of promoting for the benefit of the public the conservation, protection and improvement of the physical and natural environment by promoting biological diversity.

The Charity is now in it's fifth year and fourth meadow flowering season. This has been an extremely successful meadow season both in terms of biodiversity on the meadow and enhancement of the meadow itself.

2. Achievements & Performance

Community Engagement

It was the original intention by incorporating 'Community' into the name that the Charity would collaborate with many local partners to achieve it's objectives - that the Hermitage Field could be enjoyed by the local community and benefit the natural environment. The evidence suggests that in this reporting year, April 2024 to March 2025, progress has been excellent. An experienced team of Trustees and a willing volunteer force have transformed this once neglected field into a species rich wildflower meadow.

Funders & Partners

DEFRA (Department for Environment, Food & Rural Affairs), who awarded the Charity a three-year grant under their Countryside Stewardship Scheme to cover maintenance of the Hermitage Field meadow and the gates and fencing which we are responsible for.

Lancaster City Council (LCC), from whom the Hermitage Field is leased to the Charity, allowed the Charity to use redundant polytunnel and glasshouse space for our volunteer team to grow and nurture wildflower plug plants for the fourth successive year. These are grown from local seed sources which are hand collected by volunteers. The Council also allowed the free disposal of green waste such as Himalayan Balsam and Docks from the meadow in the Westgate Public Realms recycling centre. They also fund the peat free compost we use which allows us to grow plug plants for Council sites and to donate to other groups.

The Forest of Bowland National Landscape Hay Time Project Officer Carol Edmondson has continued to support the Charity's work. Carol has organised all the meadow surveys and soil sampling. With the help of the Forest of Bowland National Landscape team she also helped organise the National Meadows Day bio blitz on the meadow in July 2024 and an Earthworm sampling event with *Kieron Brown* for the public. Carol set up iNaturalist for the meadow site in 2023 and this has been a resounding success, turning up some interesting and unexpected local records. These are frequently updated by volunteers and can be viewed on the charity website.

Lancashire County Council provided the necessary ironmongery to facilitate upgrading the disabled openings on the pedestrian gates to improve access for disabled visitors along the concessionary footpath.

Volunteers

A key collaboration in making a huge difference to the success of the transformation of the Hermitage Field has been the individual volunteers and organised groups who donated time and effort to support our work. This year we have concentrated on growing and planting into

Hermitage Field Community Meadow Annual Report 2024/2025

Hermitage Field Community Meadow some of the rarer species of wildflowers found in The Forest of Bowland Hay Meadows and we are starting to see the emergence of Devils-Bit Scabious, Betony, Sneezewort, Saw-Wort and Great Burnet on the meadow. This reporting year volunteers have planted 1,877 plug plants on the meadow and donated 50 hours of volunteer time for planting, and more than 270 hours of volunteer time in the poly tunnels growing and caring for plug plants. In total 320 hours of volunteer time donated.

We were delighted to welcome a group from North Lancashire Wildlife Group (NLWG) to join us on the Bioblitz day and add to our wildlife records. They took part in a guided walk through the meadow. Erica Sarney, HFCM Head of Trustees wrote an illustrated article for their magazine about the efforts to restore the local meadows for their 2024 magazine

We had an excellent article about the meadow and the journey to restore it published in the Champion Bowland Magazine 2025. Here is a link to the magazine.

<https://www.forestofbowland.com/files/uploads/pdfs/FobMiniDisco25LoRes.pdf>

Our records show that since the charity was set up, we have planted in excess of 18,000 wildflower plug plants, all grown and planted by volunteers

Non-chemical weed control

The Trustees continued the policy of not using any form of pesticide on the Hermitage Field due to the adverse impact it would have on the biodiversity that the charity aims to encourage and protect, so the only option has been to physically dig out unwelcome and persistent weeds and cut off the seeding heads. In the first few years of meadow restoration this resulted in 15 ton bags of weeds removed annually, this year we have managed to reduce that to 6 as the meadow is enhanced.

3. Supporting others.

As a charity we have put a concerted effort into helping and supporting others to restore wildflower meadows. We approached Lancaster City Council about Manor Crescent, an area of grassland which is part of their grassland Strategy but which residents were unhappy with. We assessed the area and designed a flyer for residents to explain how, as a partnership with LCC, the local community and ourselves, we would enhance the grassland. Volunteers grew 1,000 plug plants and along with LCC staff, local community volunteers and our own volunteers we planted them on site. Our volunteers are in the process of growing another 800 plugs for the site. We also donated our own hand collected seed. The transformation has been extremely well received.

Lancashire Wildlife Trust are restoring a local meadow on a site they manage in Aughton Woods, Halton with Aughton. We have grown and donated 750 wildflower plug plants for that meadow. Those plugs will be replenished by a visit to their reserve where their volunteers will donate time to grow plug plants from seed and division later in 2025

We have found that encouraging local groups to donate time to grow wild flower plugs with us is helpful to them as an educational tool, and also useful to us, as an additional volunteer force.

Halton Castle Hill Motte and Bailey. National Monument number 1012440. Our Trustees have agreed to provide advice for the management of low input ancient grassland meadow area on this ancient grassland site. We look forward to supporting this project in the future

Hermitage Field Community Meadow Annual Report 2024/2025

by collecting and sowing seed and offering management advice.

Freemans Wood Meadow, Lancaster. We have provided support, management advice, seed from HFCMeadow and are in the process of growing 750 plug plants for their volunteers to plant out. In future their volunteers will volunteer with us to replenish this stock.

For the past two years, just before the meadow is cut, we have opened it up for local people to collect seed. This enables anyone wishing to grow wildflowers to have a free seed source from seeds on the meadow of local provenance. It has encouraged local volunteers to become more involved with the management of meadow sites in local parks.

4. Health and Well-being

The meadow looked stunning for many months of the year and was well used and appreciated by local walkers, artists, photographers, horse riders, tramper, wheelchair and pram users, people taking exercise and visitors. During summer months the meadow is used by Piccadilly Garden for peaceful walks for people they care for who require additional support needs or have disabilities.

5. Community Events

Bio Blitz.

A Bio Blitz was held in July 2024. This was jointly organised by our Charity team, Carol Edmondson and Forest of Bowland National Landscape Hay Time team. This was a highly successful event. The results were all recorded on iNaturalist and appear on our website. This project is regularly updated with new sightings.

[Hermitage Field Community Meadow · iNaturalist United Kingdom](#)

Guided walks

We held two floral immersion walks and ran an additional walk for Rob Zlock from North Lancashire Wildlife Group. These are exactly the type of activities that the Charity set out to undertake in order to encourage public participation and to promote interest in biodiversity and provide public benefit.

Field Management

The meadow was cut and hay collected and removed at the end of August 2024, by our local contractor EJ ward and sons.

6. Publicity

Our main source of publicity is the website which is updated regularly by Trustee Richard Evans. The website visually demonstrates that the Charity is active and making progress in all the ways it purports to do.

www.hermitagefieldcommunitymeadow.com

Charity events are circulated on local Facebook pages in addition to the website.

Two large colourful interpretation boards explaining the meadow history and the meadow creation process are located in two entrance areas of the meadow.

The meadow has been featured in Champion Bowland magazine and the North Lancashire Wildlife group magazine 2024.

Leaflet

A leaflet describing the meadow was designed by Trustee Lois Browne and this has been updated and reprinted. This is available on the website electronically, displayed locally and is now available to visitors as we have installed two waterproof leaflet boxes on the meadow.

7. Financial Review

Overview

Key requirements of funders are the extent to which the Charity engages with people from the local communities, encourages them to become involved and that there are benefits to be gained from this.

The restoration activities have been particularly successful in appealing to men, women and children in a wide mix of age groups, volunteering opportunities and events have been enjoyable and educational.

Meadow making knowledge has been imparted, expertise shared and exchanged, with the outcome that the conservation and restoration of the Hermitage Field and the profile of the Charity within the meadow making sector in general, have been enhanced. In turn this has fostered goodwill which will remain a valuable resource for the future.

These areas of engagement have added considerable value 'in kind' to the grant funding and donations received during this financial year.

Funding

The Charity account balance at the start of the financial year was £3,648.

These funds were carried over from the previous financial year. During this financial year additional funding was provided by DEFRA RPA, and a donation from a member of the public.

The account balance at the end of the financial year was £ 2,704.

Reserve Policy

The Trustee Board has not considered it necessary to establish a reserve policy. The recurring annual running costs of the Charity are relatively low and closely controlled. The resource most depended upon to meet the Charity's objectives is 'hands on' volunteer help, which so far the Trustees have been able to attract and retain in sufficient numbers.

8. Acknowledgements

The Trustees formally acknowledge the generous continued financial support from funders.

Our thanks are offered for the following donations

- Bowland Haytime Project - plug plants, meadow advice and surveying.
- Lancaster City Council - pallets of peat free compost, use of poly tunnels with watering assistance and green waste recycling. The use of the poly tunnel and greenhouse have been an absolute game changer, enabling us to support and help many other charities and local initiatives with wildflowers. We would like to thank LCC for supporting this forward thinking initiative
- Cumbria Wildlife Trust – Plug plant advice.

Hermitage Field Community Meadow Annual Report 2024/2025

- Subash at OneSCmedia for free website support and domain renewal. It has been an absolute pleasure to work with this local business. Thank you.
- Bee Friendly Wildflowers for a donation from the Blue Festival, Morecambe, and plug plants, which we have been able to use to support other projects.
- Marianne Von Tucka and Andrew Burningham for generous yellow rattle seed donations.

The Trustees would also like to thank the many individual volunteers, too numerous to name, but without whom we would not have made so much progress in successfully transforming the Hermitage Field Community Meadow. Many have supported this project from its initiation and worked on many working parties over the years.

We would like to add a special vote of thanks to the team of verifiers at INaturalist who confirm our records.

9. Structure, Governance & Management

Structure

The Hermitage Field Community Meadow (HFCM) is a Charitable Incorporated organisation (CIO). The current governing document is set out in the HFCM Constitution dated 10th July 2020.

Governance

The Constitution sets out the eligibility, appointment terms, and responsibilities of Trustees. In August 2020 the Charity was entered on the Register of Charities. There were five founding Trustees to serve as follows, Erica Sarney for a term of 4 years, all others for a term of 3 years.

A maximum of seven Trustees can be appointed.

Trustee Board members 2024/25

Mrs Erica Sarney BEM – Head of Trustees

Mr Timothy Paul Sarney

Dr. Katharine Milnes

Mr Richard Evans

Lois Browne appointed September 2022

We would like to thank all trustees for their hard work for the Charity.

Management

The Trustees Meetings continued to be held bi-monthly on the 2nd Wednesday of the month by video link. The Trustees find this method efficient and effective for planning, discussion of Charity business and decision making

Erica Sarney is the main point of contact for liaising with key partners, funders, contractors and other meadow makers. She has also managed the very successful volunteer sessions at the poly tunnel and plug planting sessions on the Hermitage Field.

Hermitage Field Community Meadow Annual Report 2024/2025

Reference and Administrative details

Charity Name:- Hermitage Field Community Meadow

Other name the Charity uses:- HFCMeadow

Registered Charity Number: - 1194864

Charity's Principal Address:-

Hermitage Lodge

Low Road

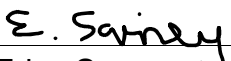
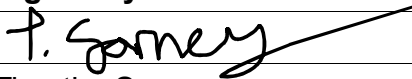
Crook O'Lune

Lancaster, LA2 9HU

10. Declarations

The Trustees declare that they have approved the Trustees report above.

Signed on behalf of the Hermitage Field Community Meadow Charity Trustees

	Signatory 1	Signatory 2
Signatures		
Full Name(s)	Erica Sarney	Timothy Sarney
Position	Chair of Trustees	Trustee

Date 14 th December 2025
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CHARITY COMMISSION
FOR ENGLAND AND WALES

HERMITAGE FIELD COMMUNITY MEADOW

1190864

Receipts and payments accounts

CC16a

For the period
from

01/04/2024

To

31/03/2025

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
DEFRA RPA	-	325	-	325	-
	10	-	-	10	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	10	325	-	335	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	10	325	-	335	-
A3 Payments					
FIELD LICENCE	-	150	-	150	-
PUBLIC LIABILITY INSURANCE	-	291	-	291	-
FIELD PREPARATION / MANAGEMENT	138	660	-	798	-
TOOLS & EQUIPMENT	-	-	-	-	-
SOFT GOODS - SEEDS PLUG PLANTS	41	-	-	41	-
PUBLICITY	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	178	1,101	-	1,279	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	178	1,101	-	1,279	-
Net of receipts/(payments)	- 168	- 776	-	- 944	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	1,159	2,489	-	3,648	-
Cash funds this year end	991	1,713	-	2,704	-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	COOP BANK ACCOUNT	991	1,713	-
		-	-	-
		-	-	-
	Total cash funds	991	1,713	-

(agree balances with receipts and payments account(s))

Categories	Details	OK Unrestricted funds to nearest £	OK Restricted funds to nearest £	OK Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	TIMOTHY SARNEY	1/10/25
	Dr. KATHARINE MILNES	31/10/25

HERMITAGE FIELD COMMUNITY MEADOW

England & Wales - Charity number 1190864

Accounts

HERMITAGE FIELD COMMUNITY MEADOW

4th ANNUAL REPORT 2023-2024



HERMITAGE FIELD
COMMUNITY
MEADOW

CHARITY REGISTRATION NUMBER 1190864

1. Charitable Purpose and Main Activities 2023-2024

The Hermitage Field Community Meadow Charitable Incorporated Organisation (CIO) was registered on 14th August 2020 with the objective of promoting for the benefit of the public the conservation, protection and improvement of the physical and natural environment by promoting biological diversity.

The Charity is now in its fourth year and third meadow flowering season. Feedback from expert advisers has confirmed that the transformation of the Hermitage Field, at this relatively early stage in the life of the project, has exceeded expectations and has been described as the best restored meadow in the Forest of Bowland in terms of diversity by the Forest of Bowland meadow expert.

2. Achievements & Performance

Community Engagement

It was the original intention by incorporating 'Community' into the name that the Charity would collaborate with many local partners to achieve its objectives - that the Hermitage Field could be enjoyed by the local community and benefit the natural environment. In this regard the evidence suggests that in this reporting year, April 2023 to March 2024, progress has been extremely successful, due to a strong, experienced team of Trustees and an expanding volunteer force.

Partners

DEFRA (Department for Environment, Food & Rural Affairs), who awarded the Charity a three-year grant under their Countryside Stewardship Scheme to cover maintenance of the Hermitage Field perimeter fencing and a gate. Rising costs of fencing material resulted in shortfall of funding but the shortfall was met by a combination of the Charity and the Countryside Access team at Forest of Bowland National Landscape. The lower fencing which we are responsible for has been replaced, a short additional section repaired, one of the pedestrian access gates and the main field gate has been replaced. This funding also allowed for the donation and fitting of disabled access handles for the pedestrian gates.

National Grid Landscape Initiative Funding via Forest of Bowland National Landscape facilitated hedge laying along one of the boundaries. This was executed by volunteers managed by The Lancashire and Westmoreland Hedge laying association. This was a very successful two-day event with expert tuition from Joe Craig and David Whitaker for people requiring hedge laying certification. We are very grateful to the team from Lancaster City Council who chipped all the resulting hedge brush for us.

The Forest of Bowland National Landscape Hay Time Project officer Carol Edmondson has continued to support the Charity's work. Carol has organised all the meadow surveys and soil sampling. She also helped organise the National meadows day bio blitz on the meadow in July 2023, wildflower immersion walks and an Earthworm sampling event with *Kieron Brown* for the public.

Lancaster City Council workmen stripped off the overgrown footpath through the meadow and the meadow now has full disabled access via the footpath.

Two gate signs were designed and erected on the main entrance gates. We are grateful to *Cumbria Wildlife Trust* for the use of wildflower drawings for the design.

Hermitage Field Community Meadow Annual Report 2023/24

Lancaster City Council, from whom the Hermitage Field is leased to the Charity, continued to provide use of a poly tunnel and watering facilities at their White Lund Depot in Morecambe for the third successive year, enabling the propagation of plug plants needed to complement the seed sown directly onto the field. They have also generously funded all the peat free compost we use.

Volunteers

A key collaboration in making a huge difference to the success of the transformation of the Hermitage Field has been the individual volunteers and organised groups. 2,516 wildflower plug plants have been planted into the meadow in 2023/24 and this has resulted in 187 logged hours of volunteer time with an additional 216 polytunnel hours growing plug plants. Volunteers attended weekly sessions held at the poly tunnel throughout the Winter and Spring months and joined in the outdoor plug planting sessions held in the Field during the Spring and Summer. They also helped to control the numbers of weeds such as Dock. 15-ton bags of cut dock heads have been removed from site and composted in Lancaster City Council Public Realms composting facility.

We were delighted to welcome a group from British Standards Institute Lancaster who donated a volunteering day to the Charity.

Our records show that since the charity was set up, we have planted 16,787 wildflower plug plants, most of which have been grown from collected local seed in the polytunnel, spent 941 hours planting plugs into the meadow, and logged 893 polytunnel hours to grow the plug plants. It's an incredible effort from our 55 volunteers.

In addition to the above, volunteers collected local wildflower seeds to grow as plug plants. This is a time-consuming project.

Hermitage Field Community Meadow was nominated for, and won, a Lancashire Wildlife Trust Action For Nature Award winning the Rural Community Group Nature Champion award for 2023 for the work to transform the field into a species rich wildflower meadow.

On May 10th 2023 Trustees and volunteers were invited for afternoon tea at County Hall, Preston, to celebrate the Coronation of King Charles along with other local environmental groups.

Non-chemical weed control

The Trustees continued the policy of not using any form of pesticide on the Hermitage Field due to the adverse impact it would have on the biodiversity that the Charity aims to encourage and protect, so the only option has been to physically dig out unwelcome and persistent weeds.

3. Supporting others.

We have grown and donated plug plants and wildflower seed to local meadow projects including Lancaster City Council Grassland Project at Manor Crescent in Slyne, Hala, Miss Whalley's Field, Fenham Carr Meadows, the Orchard in Williamson Park and the project at Lawson Meadow near Aughton.

4. Health and Well-being

In connection with the Bay Recovery Project (helping people to get outside and connect with nature) we welcomed visitors from the Connecting People and Nature Project organised by Forest of Bowland National Landscape. The groups visited to volunteer, walk and enjoy the outdoors. These included a group of ladies from Nelson. These were highly successful and enjoyable events.

The meadow looked stunning for many months of the year and was well used and appreciated by local walkers, artists, photographers, horse riders, tramper, wheelchair and pram users, people taking exercise and visitors.

5. Community Events

Bio Blitz.

A Bio Blitz was held in July 2023. This was jointly organised by us and Carol Edmondson, Forest of Bowland National Landscape. This was a highly successful event. The results were all recorded on iNaturalist and appear on our website. This project is regularly updated with new sightings. [Hermitage Field Community Meadow · iNaturalist United Kingdom](#)

Guided walks

We held two floral immersion walks and ran an additional walk for Rob Zlock from North Lancashire Wildlife group. These are exactly the type of activities that the Charity set out to become engaged in to encourage public participation and to promote interest in biodiversity and provide public benefit.

Field Management

The meadow was cut and hay collected and removed at the end of August 2023.

6. Publicity

Our main sources of publicity are the website which is updated regularly by Trustee Richard Evans. The website visually demonstrates that the Charity is active and making progress in all the ways it purports to do.

www.hermitagefieldcommunitymeadow.com

Charity events are circulated on local Facebook websites in addition to the website.

Two large sturdy colourful interpretation boards explaining the meadow history and the meadow creation process are located in two entrance areas of the meadow

Leaflet

A leaflet was designed by Trustee Lois Browne and printing was arranged by ex- Trustee Judy Powell with thanks. This is available on the website electronically and displayed locally.

7. Financial Review

Overview

Key requirements of funders are the extent to which the Charity engages with people from the local communities, encourages them to become involved and that there are benefits to

be gained from this.

The restoration activities have been particularly successful in appealing to men, women and children in a wide mix of age groups, volunteering opportunities and events have been enjoyable and educational.

Meadow making knowledge has been imparted, expertise shared and exchanged with the outcome that the conservation and restoration of the Hermitage Field and the profile of the Charity within the meadow making sector in general has been enhanced. In turn this has fostered goodwill which will remain a valuable resource for the future.

These areas of engagement have added considerable value 'in kind' to the grant funding and donations received during this financial year.

The general public using the Hermitage Field for leisure pursuits form a much wider demographic of which more detail may be captured in the future.

Funding

The Charity account balance at the start of the financial year was £4,327.

These funds were carried over from the previous financial year. During the financial year additional funding was provided by DEFRA RPA, National Grid and Lancashire County Council. Kirkby Lonsdale Gardening Group made a donation after Erica Sarney presented a talk on the history of the meadow at one of their meetings.

The account balance at the end of the financial year was £ 3,648.

Reserve Policy

The Trustee Board has not considered it necessary to establish a reserve policy. The recurring annual running costs of the Charity are relatively low and closely controlled. The resource most depended upon to meet the Charity's objectives is 'hands on' volunteer help, which so far the Trustees have been able to attract and retain in sufficient numbers.

8. Acknowledgements

The Trustees formally acknowledge the generous continued financial support from funders.

Our thanks are offered for the following donations

- Bowland Haytime Project seed and plug plants, meadow advice and surveying.
- Lancaster City Council - pallets of peat free compost and use of poly tunnels.
- Cumbria Wildlife Trust and Ali White – use of wildflower images
- National Grid Landscape Enhancement Initiative. £1757.60p
- National Hedge laying association for running training events
- Lancashire County Council – Connecting People and Nature £100.
- Kirkby Lonsdale gardening group £75 for a meadow talk.
- Countryside Access officer Forest of Bowland National Landscape for gate and disabled opening donations.
- Subash at OneSCmedia for website support.
- Halton Lune Trust for grant funding.

The Trustees would also like to thank Individual volunteers, too numerous to name, but without whom we could not have made so much progress in successfully transforming the Hermitage Field Community Meadow this year.

9. Structure, Governance & Management

Structure

The Hermitage Field Community Meadow (HFCM) is a Charitable Incorporated Organisation (CIO). The current governing document is set out in the HFCM Constitution dated 10th July 2020.

Governance

The Constitution sets out the eligibility, appointment terms, and responsibilities of Trustees. In August 2020 the Charity was entered on the Register of Charities. There were five founding Trustees to serve as follows, Erica Sarney for a term of 4 years, all others for a term of 3 years.

A maximum of seven Trustees can be appointed.

Trustee Board members 2023/24

Mrs Erica Sarney BEM – Chairperson

Mr Timothy Paul Sarney BSc Hons

Dr. Katharine Milnes

Mr Richard Evans

Lois Browne appointed September 2022

Pamela Woolgar. Resigned 14/8/23

Judy Powell appointed September 2022. Resigned 15/02/24

We would like to thank all trustees past and present for their hard work for the charity.

Management

The Trustees meetings continued to be held bi-monthly on the 2nd Wednesday of the month by video link. The Trustees find this method efficient and effective for planning, discussion of Charity business and decision making

Erica Sarney is the main point of contact for liaising with key partners, funders, contractors and other meadow makers. She has also managed the very successful volunteer sessions at the poly tunnel and plug planting sessions on the Hermitage Field.

Reference and Administrative details

Charity Name:- Hermitage Field Community Meadow

Other name the Charity uses:- HFCMeadow

Registered Charity Number: - 1194864

Charity's Principal Address:-

Hermitage Lodge

Low Road

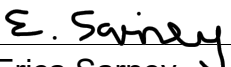
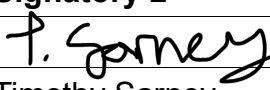
Crook O'Lune

Lancaster, LA2 9HU

10. Declarations

The Trustees declare that they have approved the Trustees report above.

Signed on behalf of the Hermitage Field Community Meadow Charity Trustees

	Signatory 1	Signatory 2
Signatures		
Full Name(s)	Erica Sarney	Timothy Sarney
Position	Chair of Trustees	Trustee

Date 27 th November 2024
--



CHARITY COMMISSION
FOR ENGLAND AND WALES

HERMITAGE FIELD COMMUNITY MEADOW

1190864

Receipts and payments accounts

CC16a

For the period
from

01/04/2023

To

31/03/2024

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
LANCS CC GSF	100	-	-	100	-
LANCS CC NATIONAL GRID	-	1,758	-	1,758	-
DEFRA RPA	-	325	-	325	-
KIRKBY LONSDALE GARDENING G	75	-	-	75	-
DEFRA RPA FENCING GRANT	-	980	-	980	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	175	3,063	-	3,238	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	175	3,063	-	3,238	-
A3 Payments					
FIELD LICENCE	-	150	-	150	-
PUBLIC LIABILITY INSURANCE	-	291	-	291	-
FIELD PREPARATION / MANAGEMENT	38	2,858	-	2,896	-
TOOLS & EQUIPMENT	59	-	-	59	-
SOFT GOODS - SEEDS PLUG PLANTS	20	13	-	33	-
PUBLICITY	-	488	-	488	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	117	3,800	-	3,917	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	117	3,800	-	3,917	-
Net of receipts/(payments)	58	- 737	-	- 679	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	1,101	3,226	-	4,327	-
Cash funds this year end	1,159	2,489	-	3,648	-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	COOP BANK ACCOUNT	1,159	2,489	-
		-	-	-
		-	-	-
	Total cash funds	1,159	2,489	-

(agree balances with receipts and payments account(s))

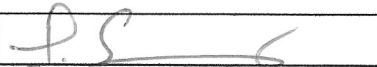
	Details	OK Unrestricted funds to nearest £	OK Restricted funds to nearest £	OK Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	TIMOTHY SARNET	9/10/24
Richard Evans	RICHARD EVANS	6/11/24

HERMITAGE FIELD COMMUNITY MEADOW

England & Wales - Charity number 1190864

Accounts

HERMITAGE FIELD COMMUNITY MEADOW



HERMITAGE FIELD
COMMUNITY
MEADOW

3rd ANNUAL REPORT 2022-2023

CHARITY REGISTRATION NUMBER 1190864

INDEX

1. Charitable Purpose & Main Activities
2. Achievements & Performance
3. Financial Review
4. Structure, Governance & Management
5. Reference and Administrative details
6. Declarations

1. Charitable Purpose and Main Activities

The Hermitage Field Community Meadow Charitable Incorporated Organisation (CIO) was registered on 14th August 2020 with the objective of promoting for the benefit of the public the conservation, protection and improvement of the physical and natural environment by promoting biological diversity.

The Charity is now in its third year and second meadow flowering season and feedback from expert advisers has confirmed that the transformation of the Hermitage Field, at this relatively early stage in the life of the project, has exceeded expectations.

2. Achievements & Performance

Community Engagement

It was the original intention by incorporating 'Community' into the name that the Charity would collaborate with many local partners to achieve its objectives - that the Hermitage Field could be enjoyed by the local community and benefit the natural environment. In this regard the evidence suggests that in this reporting year, April 2022 to March 2023, progress has been hugely successful, not least due to the indefatigable efforts of the Chair and Founding Trustee of the Charity, Erica Sarney supported by a strong team of hard working Trustees.

Agency partners

DEFRA (Department for Environment, Food & Rural Affairs), who awarded the Charity a three year grant under their Countryside Stewardship Scheme to cover maintenance of the Hermitage Field perimeter fencing and a gate.

Lancaster City Council, from whom the Hermitage Field is leased to the Charity, provided use of a poly tunnel and watering facilities at their White Lund Depot in Morecambe for the second successive year, enabling the economic propagation of plug plants needed to complement the seed sown directly onto the field.

The Forest of Bowland AONB whose Bowland Haytime Project Officer Carol Edmondson has taken a great interest in the Charity's work and has given invaluable support to the development of the Hermitage Field including providing expert advice and access to funding via the *Government's Green Recovery Challenge Fund*.

and

Cumbria Wildlife Trust, who also provided expert advice and generously approved use of wild flower art work for the design of a publicity leaflet, interpretation boards and field gate signs.

Volunteers

A key collaboration in making a huge difference to the success of the transformation of the Hermitage Field has been the individual volunteers and the organised groups. This year over 600 hours of volunteer time has been logged by 50 volunteers, many having attended the weekly sessions held at the poly tunnel

Hermitage Field Community Meadow Annual Report 2022-23

throughout the winter and spring months as well as joining in the 16 outdoor plug planting sessions held in the Field during the Spring and Summer and also helping to control the numbers of weeds such as dock weed and creeping thistle which spread voraciously if not controlled.

Non-chemical weed control

The Trustees agreed a policy of not using any form of pesticide on the Hermitage Field due to the adverse impact it would have on the biodiversity that the Charity aims to encourage and protect, so the only option has been to physically dig out unwelcome and persistent weeds.

Supporting others

Overall 9,500 plug plants were grown from locally sourced wild flower seed and over half of these, plus another 500 donated from Bowland Haytime Project, were planted on the Hermitage Field. The remaining plug plants were donated to local meadow projects including Lancaster City Council Grassland project, Miss Whalley's Field, and Borwick village green.

Health and Well-being

Help with the plug planting was also provided by organised group sessions provided for the Bay Recovery Project - a well-being programme offering people around Morecambe Bay the opportunity to get outdoors and connect with nature.

An expected and intended outcome for all volunteers helping with the project has been the benefit of improved sense of well-being gained from the safe socialisation indoors and outdoors which was so welcome and necessary after the constraints of lockdowns and contact between people enforced by the pandemic.

Ultimately the general public, local residents and visitors to the area who use the Hermitage Field footpath on a daily basis throughout the year in the pursuit of exercise and leisure activities, are able to gain enjoyment from the enhanced landscape and connect with nature.

In the spring and summer months they can now also see first hand how pollinators, essential for agriculture and deemed under threat from extinction, insects and wildlife hitherto absent from the Hermitage Field in recent years, are returning in their numbers and variety of species to this newly created habitat.

Community Events

Bio Blitz

A Bio Blitz is planned for July 2023 and is to be conducted by Carol Edmondson, Forest of Bowland AONB. It will provide the first opportunity to record as many as possible of the wildlife species that can be found on the Hermitage Field at the height of the summer and it has the potential to become an annual event. A large number of volunteers of all ages will be required to help with the collection of specimens. Expert helpers will assist in identification and logging results.

Guided walks

Guided meadow walks are being planned to take place in the Summer when the Meadow is in flower and bat walks will be held at dusk in the Autumn.

These are exactly the type of activities that the Charity set out to become engaged in to encourage public participation and to promote interest in biodiversity and provide public benefit.

Field Management

The Charity has engaged with a number of local farmers and contractors who have provided paid for and volunteer help to manage the field site at key stages of the year.

In late winter months livestock grazing was followed by harrowing in preparation for seed sowing. In August, at the end of the growing season, the hay was cut and dried in situ to disperse seed, then removed.

The hay was taken for composting as it cannot be guaranteed to be free of contamination due to the level of use in the Field for exercising dogs.

Moles

The Trustees considered the issues of moles in the Hermitage Field. The use of traps would not be permitted due to public access but in any case would this method would not have been an option. A policy to treat moles as part of the natural biodiversity was favoured as moles are not considered to be disruptive and there are a number of benefits to existing in harmony with them.

Moles are known to aerate the soil and control certain insects that can attack grasses and plants, by eating their larvae. Mole hill soil can provide mud for use by Thrushes, House martins and Blackbirds when nest building, they can also provide nest sites for solitary mining bees. Many of the mole hills in the Hermitage Field are flattened and the bare soil sown with seeds and plug plants.

Publicity

During the year Trustees have been working on three main publicity projects for which funding was in place.

Interpretation Boards & Field gate signs

Two large sturdy colourful interpretation boards explaining the meadow history and the meadow creation process were commissioned during the year. Colourful images of the species of meadow flowers and pollinators that the public could expect to see on their route through the Hermitage Field were used.

They were located by each of the two entrance gates to the field and similarly styled welcome signs for each gate have also been commissioned.

All were funded by the Green Recovery Challenge, the board installation taking place in the Spring and the gate signs later in the season.

Thanks to Trustees Erica Sarney for managing this project with alacrity, Richard Evans for compiling and editing the text and Tim Sarney for carrying out the installations.

Leaflet

A leaflet to be launched in time for the second meadow flowering season of Spring/Summer 2023 took several months in planning the detailed content and illustrations to be used. Much consideration was given to the design of the layout and permission was sought where copyrights applied.

Trustees Judy Powell and Lois Browne are to thank for taking this on as their first project and creating a delightful and informative leaflet which was due to go to press as this financial year ended. It will be placed in locations throughout the surrounding area to inform and attract visitors to the Hermitage Field.

Website - www.hermitagefieldcommunitymeadow.com

The decision taken in the last financial year to move the Charity website to a new host provider has proved to be beneficial. Not least because of the improved design and appearance but also for the relative ease of use for updating the site with new material and information.

Trustee Richard Evans is to thank for diligently adding content to document activities throughout the year with accompanying photographic records and Erica Sarney for maintaining the Blog.

Richard has also created a comprehensive *Sponsors and Supporters* page which highlights the wide range of benefactors who have given to the Charity.

Planned activities are advertised including volunteer sessions and special events and contact and comments are invited from website users.

A future plan is to enable sightings of plants, insects and wildlife to be reported and recorded to help in compiling a data base of species.

A donation facility has yet to reap rewards but the Trustees are hopeful that this may happen over time.

The website visually demonstrates that the Charity is active and making progress in all the ways it purports to do.

3. Financial Review

Overview

Key requirements of funders are the extent to which the Charity engages with people from the local communities, encourages them to become involved and that there are benefits to be gained from this.

The restoration activities have been particularly successful in appealing to men,

women and children in a wide mix of age groups, volunteering opportunities and events have been enjoyable and educational.

Meadow making knowledge has been imparted, expertise shared and exchanged with the outcome that the conservation and restoration of the Hermitage Field and the profile of the Charity within the meadow making sector in general has been enhanced. In turn this has fostered goodwill which will remain a valuable resource for the future.

These areas of engagement have added considerable value 'in kind' to the grant funding and donations received during this financial year.

The general public using the Hermitage Field for leisure pursuits form a much wider demographic of which more detail may be captured in the future.

Funding

The Charity account balance at the start of the financial year was £2,231. These funds were carried over from the previous financial year. Consent was requested and provided by funders where applicable to carry forward and/or reallocate funds unspent in the previous financial year. The bulk of these carried over funds were from the Arete Foundation Grant.

In November 2022 the Halton Lune Trust awarded the Charity a new grant of £2,650 for field management costs in 2023.

The account balance at the end of the financial year was £4,327.

Reserve Policy

The Trustee Board has not considered it necessary to establish a reserve policy as yet. The recurring annual running costs of the Charity are low and closely controlled. The resource most depended upon to meet the Charity's objectives in these first years is 'hands on' volunteer help, which so far the Trustees have been able to attract and retain in sufficient numbers.

Acknowledgements

The Trustees formally acknowledge the generous continued financial support of:-

- Halton Lune Trust - New award received November 2022
- Green Recovery Challenge Fund (funding ended May 2022)
- Life for a Life Memorial Forests

Our thanks are offered for the following donations

- Bowland Haytime project 20kg of seed and plug plants
- Peter Blackwell, Bell Sykes, Slaidburn - help with seed sowing
- Life for a Life Memorial Forests for assisting with seasonal field management.
- Lancaster City Council - pallet of compost
- Cumbria Wildlife Trust and Ali White - use of wildflower images
- Plantlife - 500 plug plants

The Trustees would also like to thank Individual volunteers, too numerous to name them all, but without whom we could not have made so much progress in

successfully transforming the Hermitage Field Community Meadow this year.

4. Structure, Governance & Management

Structure

The Hermitage Field Community Meadow (HFCM) is a Charitable Incorporated organisation (CIO). The current governing document is set out in the HFCM Constitution dated 10th July 2020.

Governance

The Constitution sets out the eligibility, appointment terms, and responsibilities of Trustees. In August 2020 the Charity was entered on the Register of Charities. There were five founding Trustees to serve as follows, Erica Sarney for a term of 4 years, all others for a term of 3 years. A maximum of seven Trustees can be appointed.

In March 2022 it was unanimously agreed that the Charity would benefit by increasing the the Trustee appointments to the maximum of seven. Skills and experience that were deemed to be needed to develop the Charity were identified and the vacant positions were advertised widely across the local area. In September 2022 two new appointments were made.

Trustee Board members 2022/23

Mrs Erica Sarney BEM - Chairperson
Mr Timothy Paul Sarney BSc Hons
Mrs Pamela Margaret Woolgar
Dr. Katharine Milnes
Mr Richard Evans
Judy Powell appointed September 2022
Lois Browne appointed September 2022

Management

The Trustees meetings continue to be held bi-monthly on the 2nd Monday of the month by video link. The Trustees find this method efficient and effective for planning, discussion of Charity business and decision making and also in terms of cost and time.

Occasionally informal meets take place on the Hermitage Field to observe and assess progress and consider field management requirements.

Erica Sarney has continued to manage the day to day work of the Charity and is the main point of contact for liaising with key partners, funders, contractors and other meadow makers. She has also managed the very successful volunteer sessions at the poly tunnel and plug planting sessions on the Hermitage Field.

5. Reference and Administrative details

Charity name:- Hermitage Field Community Meadow

Other name the Charity uses:- HFCMeadow

Registered Charity Number: - 1194864

Charity's principal Address:- Hermitage Lodge
Low Road
Crook O'Lune
Lancaster, LA2 9HU

6. Declarations

The Trustees declare that they have approved the Trustees report above.

Signed on behalf of the Hermitage Field Community Meadow Charity Trustees

	Signatory 1	Signatory 2
Signatures	<i>E Sarney</i>	<i>P Woolgar</i>
Full Name(s)	Erica Sarney	Pamela Woolgar
Position	Chair of Trustees	Trustee

Date	11th August 2023
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CHARITY COMMISSION
FOR ENGLAND AND WALES

HERMITAGE FIELD COMMUNITY MEADOW

1190864

Receipts and payments accounts

CC16a

For the period from	01/04/2022	To	31/03/2023
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donation	10	-	-	10	330
Halton Lune Hydro Grant	-	2,650	-	2,650	-
DEFRA RPA	-	284	-	284	-
Refund	-	-	-	-	44
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	10	2,934	-	2,944	374
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	10	2,934	-	2,944	374
A3 Payments					
FIELD LICENCE	-	150	-	150	150
PUBLIC LIABILITY INSURANCE	-	291	-	291	291
FIELD PREPARATION / MANAGEMENT	-	270	-	270	434
TOOLS & EQUIPMENT	33	-	-	33	390
SOFT GOODS - SEEDS PLUG PLANTS	-	29	-	29	1,120
PUBLICITY	-	75	-	75	60
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	33	815	-	848	2,445
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	33	815	-	848	2,445
Net of receipts/(payments)	- 23	2,119	-	2,096	- 2,071
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	1,124	1,108	-	2,232	4,302
Cash funds this year end	1,101	3,226	-	4,328	2,231

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	COOP BANK ACCOUNT	1,101	3,226	-
		-	-	-
		-	-	-
	Total cash funds	1,101	3,226	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
Richard Evans	RICHARD EVANS	9/9/23
Erica Sarney	ERICA SARNEY	17/9/23

HERMITAGE FIELD COMMUNITY MEADOW

England & Wales - Charity number 1190864

Accounts

HERMITAGE FIELD COMMUNITY MEADOW



HERMITAGE FIELD
COMMUNITY
MEADOW

2nd ANNUAL REPORT 2021-2022

CHARITY REGISTRATION NUMBER 1190864

INDEX

1. Charitable Purpose & Main Activities
2. Achievements & Performance
3. Financial Review
4. Structure, Governance & Management
5. Reference and Administrative details
6. Declarations

1. Charitable Purpose and Main Activities

The Hermitage Field Community Meadow Charitable Incorporated Organisation (CIO) was registered on 14th August 2020 with the objective of promoting for the benefit of the public the conservation, protection and improvement of the physical and natural environment by promoting biological diversity.

The Charity is now in its second year and the objective to engage with people from the locality to bring about the transformation of the neglected Hermitage Field into a species rich wild flower hay meadow for the public benefit has progressed in leaps and bounds, resulting in making the growing, planting and field management activities of the first full year a resounding success.

2. Achievements & Performance

Volunteers

The Poly Tunnel Project

An annual lease for the use of a Poly Tunnel at Lancaster City Council's Westgate Depot was obtained to enable the propagation of plugs from seed to supplement purchased supplies to be continued in 2021. Some improvements to the tunnel facilities and provision of materials were made by the lessor with others promised such as an automated watering system which was not installed this season. The use of this large aerated covered growing space provided the base from which volunteer involvement in the Hermitage Field Community Meadow project could flourish despite the working condition restrictions imposed by the pandemic.

Kept as safe as possible with the strict observation of Health and Safety Procedures and Risk Assessments that the Trustees had specifically devised, 23 individual volunteers repeatedly returned to join in the growing sessions. Amongst their noted benefits were the improved feelings of being valued, well-being and motivation; safe companionship during the periods of restrictions; contributing to a good cause; learning about propagating and caring for wild flower species, and meadow making in general.

The Poly Tunnel project was a triumph; 402 hours of volunteer time spent there were recorded and in the region of 10,000 plug plants were propagated for planting out in the Meadow, thus adding considerable value to the grant funding that had provided for the purchase of materials, equipment and seed.

The Plug Planting Project

In the Spring and Summer months, younger local youth groups with their group leaders and people from the local communities joined the Poly Tunnel Volunteers in the plug planting sessions at the Hermitage Field. Participants were representative of all the user groups that funders had sought to see benefiting

Hermitage Field Community Meadow Annual Report 2022

and more besides joined in.

Enjoyment of the freedom of feeling safe in the wide open space when they were unable to meet indoors was palpable. The physical exercise and the knowledge that in years to come they would be able to return to see the fruits of their labours was a bonus.

Amongst the many comments overheard were *"It's beautiful here"* and *"It's magic running through the wild flowers"*

Volunteer hours recorded for the plug planting sessions totalled 414, which when added to the 402 spent in Poly Tunnel totalled 816 hours overall. A huge sum of 'in kind' value added to the generous donations and grant funding received.

During these organised Community plug planting sessions 9,451 plugs were planted out in the Hermitage Field by the end of the summer.

In addition there were several larger scale planting events including one held on a perfect summer's day in mid August commemorating the memory of former Lancaster City and Halton Parish Councillor Paul Woodruff who ran the nearby popular Woodies Snack Bar for many years. Over 50 people of all ages, family groups and individuals attended and had an enjoyable time helping to plant over 1,170 plug plants followed by well earned refreshments when the work was done.

Field Management

An aspect of field management this year where volunteers have been crucial was in undertaking weed control, a labour intensive and essential on-going activity. This involved removal of huge quantities of dock weed and Himalayan Balsam by physically digging up the roots of these invasive weeds, a very labour intensive method necessary as we manage the meadow without using herbicides or pesticides. In addition, volunteers assisted with the removal of part buried farming litter, black baling plastic, the residue of previous activities on the field and not conducive to the current conservation redevelopment.

The Trustees, also volunteers, were central to overseeing and joining in the work being undertaken throughout the year, recruiting, co-ordinating, training, motivating and supervising the volunteers, assisting in the physical work of planting and weeding and ensuring seasonal deadlines were met.

The lead role and bulk of this work was carried out by Chair of the Trustees, Erica Sarney, whose indefatigable efforts to date have been fundamental to the success of the field transformation. She has also built up the important public profile of the charity, networking with local farmers, land owners, environmental charities, local government officials, central government agencies, Forest of Bowland AONB and the Yorkshire Dales Millennium Trust, and undertaken public speaking engagements, all of which have ensured the Charity's profile has been kept in the public eye. Alongside Erica, her fellow Trustees have overseen administrative,

financial, grant application and project development roles.

Other Project Beneficiaries

With the quantity of plug plants grown it was possible to donate plants to other meadow projects in the locality including Greaves Park, Miss Whalley's Field and Claver Hill in Lancaster; Pollinator Patches across the district; the Millennium Cycleway & Bay Gateway, Life 4 a Life site at Crook O'Lune, Halton Co-Housing, Forest of Bowland and Arnside & Silverdale AONB's, Lancashire Wildlife Trust, local schools, community projects and individuals.

Publicity

During the year the website host used by the Charity was transferred to One SC Media, a progressive media company based in Lancaster set up and operated by Subhash Chatterjee, a student at Lancaster Royal Grammar School. The website was redesigned and new menus were added to document the work being undertaken in the development and progress of the Hermitage Field Community Meadow. A donation feature has been added and a 'History of the Hermitage Field' section. Photographs of every stage of volunteer involvement and activity throughout the year are featured, as is the paid for and donated contractor field management work such as harrowing, weed control, grazing, seed harvesting and cutting and baling.

There is plenty of scope to create interesting content to record the development of the Hermitage Field and acknowledge the groups and individuals who are helping to realise the Charity's vision. The Trustee's are able to manage the site to ensure it is kept up to date and to upload written and pictorial content which can be viewed at www.hermitagefieldcommunitymeadow.com

3. Financial Review

Overview

The 2021/22 financial year began in a healthy position. The Halton Lune Trust and the Areti Charitable Trust consented to the unspent portion of their grants awarded in the previous financial year being unring-fenced and brought forward. This enabled the completion of essential seasonal land management work, the purchase of meadow seed for the 2021/22 season and to purchase mature plug plants to supplement those grown 'in house' thus negating the need to secure new grant funding for those purposes during this financial year. Expenditure on volunteering, educational and community involvement activities which provided public benefit were also covered by these funds.

The DEFRA Plantlife Green Recovery Challenge Fund

Extended until May 2022, the aim of this countrywide project was to tackle climate change and improve bio-diversity by restoring nature to the countryside and to encourage people to connect with nature.

Hermitage Field Community Meadow Annual Report 2022

The Trustees were delighted to be invited to become involved and at this stage in restoring the Hermitage Field the funding of essential management costs and seed purchase and working alongside others with knowledge and expertise in meadow making was a huge bonus.

Funds were not drawn down from the project therefore do not appear in the Charity accounts, the payments of goods and services supplied were settled by the Yorkshire Dales Millennium Trust as expenditure on approved activities were incurred.

Due to an underspend, funds were being made available to the Charity for the purchase of interpretation boards and field gate signs and these were being designed as the financial year ended. Production and installation on the Hermitage Field would be sometime during Summer 2022.

A successful application was made to the Department of Environment, Food and Rural Affairs (DEFRA) for a Countryside Stewardship Mid-Tier Payment, which although a relatively small sum which will require supplementary funding to be sourced, it will nevertheless help towards the cost of renewing stock fencing and a field gate which the Charity is responsible for repairing under the terms of the Field lease. The first of two staged payments will be made at the end of 2022 and the work will be carried out in 2023.

Reserve Policy

The Trustee Board did not consider it necessary at this stage to establish a reserve policy. The recurring annual running costs of the Charity are low and closely controlled. The resource most depended upon to meet the Charity's objectives in these first years is 'hands on' volunteer help, which so far the Trustees have been able to attract and retain in sufficient numbers.

Acknowledgements

The Trustees formally acknowledge the generous continued financial support of:-

- Halton Lune Trust
- The Areti Charitable Trust
- Green Recovery Challenge Fund
- Life for a Life Memorial Forests, and for also assisting with seasonal field management.

Also the following for a wide variety of donations

- Lancaster City Council for the provision of Poly Tunnel facilities and growing materials.
- Forest of Bowland AONB - for the donation of plug plants
- Subhash Chatterjee - for designing the new website
- Marianne Van Tucker, Andrew Burningham and Arabella Lennox-Boyd for seed donations

Hermitage Field Community Meadow Annual Report 2022

The Trustees would also like to thank Individual volunteers, too numerous to name them all, but without whom we could not have made so much progress in successfully transforming the Hermitage Field Community Meadow this year.

We would also like to acknowledge the help and support of the many groups who came to help with the planting of plugs in the Hermitage Field during the summer of 2021, Caton Brownies and Guides, Wray scouts, Halton Beavers, Abbeystead Youth Group.

4. Structure, Governance & Management

The Hermitage Field Community Meadow (HFCM) is a Charitable Incorporated organisation (CIO). The current governing document is set out in the HFCM Constitution dated 10th July 2020.

Trustees 2021/22

The Constitution sets out the eligibility, appointment terms and responsibilities of Trustees. Five Trustees were appointed initially to form the charity, Erica Sarney for a term of 4 years, all others for a term of 3 years.

In December 2021 Claire Cornish tendered her resignation with immediate effect. During her term of office Claire had contributed her wealth of experience in meadow making both in the poly tunnels, where she generously gave many hours of her time guiding volunteers in seed sowing and the propagation of wild flower plug plants, and also on the field site planting out. She made a major contribution to devising general health and safety and specific Covid 19 risk assessments for volunteers working in both settings. At the Trustee Meetings Claire's contributions to the Charity planning and field management matters ensured confident and well considered decision making. Claire continues to support the Charity as a meadow adviser.

Following Claire's departure the Trustee Board devised material and a procedure for recruiting replacement Trustees. Accordingly, in March 2022 we were pleased to be able to appoint Richard Evans.

Trustee Board members 2021/22

Mrs Erica Sarney BEM - Chairperson

Miss Claire Cornish BA(Hons), MSc, MIEEM, Cenv - resigned December 2021

Mr Timothy Paul Sarney BSc Hons

Mrs Pamela Margaret Woolgar

Dr. Katharine Milnes

Mr Richard Evans - appointed March 2022

The Trustees have continued the established practice to meet bi-monthly on the 2nd Monday of the month. Meetings are held on Zoom as necessitated by the pandemic restrictions, this method has worked well and the intention is to

Hermitage Field Community Meadow Annual Report 2022

continue on this platform for the foreseeable future. In addition, when Covid restrictions were lifted, Trustees met on the Hermitage Field to observe plug planting outcomes, assess progress and consider field management requirements.

Erica Sarney has continued to manage the day to day work of the Charity and is the main point of contact for liaising with key partners, funders, contractors and other meadow makers. In addition she has driven and managed the very successful volunteer sessions at the poly tunnel and on the Hermitage Field.

5. Reference and Administrative details

Charity name:- Hermitage Field Community Meadow

Other name the Charity uses:- HFCMeadow

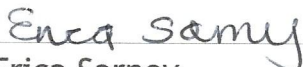
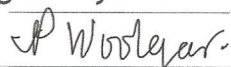
Registered Charity Number: - 1194864

Charity's principal Address:- Hermitage Lodge
Low Road
Crook O'Lune
Lancaster
LA2 9HU

6. Declarations

The Trustees declare that they have approved the Trustees report above.

Signed on behalf of the Hermitage Field Community Meadow Charity Trustees

	Signatory 1	Signatory 2
Signatures		
Full Name(s)	Erica Sarney	Pamela Woolgar
Position	Chair of Trustees	Trustee

Date December 12th 2022



CHARITY COMMISSION
FOR ENGLAND AND WALES

HERMITAGE FIELD COMMUNITY MEADOW

1190864

Receipts and payments accounts

CC16a

For the period from	01/04/2021	To	31/03/2022
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
DONATION	30	-	-	30	-
REFUND	11	-	-	11	-
REFUND	33	-	-	33	-
LIFE 4 A LIFE DONATION	300	-	-	300	-
GRANTS	-	-	-	-	5,510
LEGACY	-	-	-	-	200
LOANS	-	-	-	-	500
FUNDRAISING	-	-	-	-	50
Sub total (Gross income for AR)	374	-	-	374	6,260
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	374	-	-	374	6,260
A3 Payments					
FIELD LICENCE	-	150	-	150	150
PUBLIC LIABILITY INSURANCE	-	291	-	291	291
FIELD PREPARATION / MANAGEMENT	-	434	-	434	108
TOOLS AND EQUIPMENT	-	390	-	390	191
SOFT GOODS - SEEDS PLUG PLANTS	-	1,120	-	1,120	718
PUBLICITY	-	60	-	60	-
LOAN REPAYMENT	-	-	-	-	500
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	2,445	-	2,445	1,958
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	-	2,445	-	2,445	1,958
Net of receipts/(payments)	374	- 2,445	-	- 2,071	4,302
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	750	3,552	-	4,302	-
Cash funds this year end	1,124	1,107	-	2,231	4,302

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	COOP BANK ACCOUNT	-	-	-
		-	-	-
		-	-	-
	Total cash funds	1,124	1,107	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
<i>Richard Evans</i>	RICHARD EVANS	21/12/22
<i>Erica Sarney</i>	ERICA SARNEY	21/12/22

HERMITAGE FIELD COMMUNITY MEADOW

England & Wales - Charity number 1190864

Accounts

HERMITAGE FIELD COMMUNITY MEADOW



HERMITAGE FIELD
COMMUNITY
MEADOW

ANNUAL REPORT 2021

CHARITY REGISTRATION NUMBER 1190864

INDEX

1. Charitable Purpose & Main Activities
2. Achievements & Performance
3. Financial Review
4. Structure, Governance & Management
5. Reference and Administrative details
6. Declarations

1. Charitable Purpose and Main Activities

The Hermitage Field Community Meadow Charitable Incorporated Organisation (CIO) was registered on 14th August 2020 with the objective of promoting for the benefit of the public the conservation, protection and improvement of the physical and natural environment by promoting biological diversity.

The focus of the objective being to engage with people from the locality to bring about the transformation of the neglected Hermitage Field into a species rich wild flower hay meadow for the public benefit.

The transformation process which is expected to take several years began back in 2018 when Erica and Tim Sarney, the founding Trustees of the Charity, saw the potential of the Hermitage Field site overlooking the beautiful Lune Valley and began to set in place the framework which would enable their vision to become a reality.

Their determination and commitment ensured that by the time the Charity was formerly established the essential cycle of seasonal groundwork could begin in earnest.

2. Achievements & Performance

A flurry of activities have taken place during the foreshortened inaugural year between August 2020 and March 2021 which have stimulated the initial stages of development. These have included several successful funding applications to enable land management, seed and plug planting and volunteer engagement to be undertaken. The signing of a 12 year lease for Hermitage Field with Lancaster City Council was the culmination of lengthy negotiations, followed swiftly by an annual lease for the use of a Poly Tunnel at their Westgate Depot for the purpose of propagating seed plugs to supplement purchased supplies.

Health and Safety procedures and Covid safety precautions have been established to enable the recruitment of 20 volunteers to assist with the plug planting under the supervision and guidance of Trustees Erica Sarney and Claire Cornish. It has been encouraging that the pandemic has not delayed or prevented the first stages of volunteer involvement which is central to our charitable purpose and we look forward to building on this to help plant out the hundreds of plug plants later in 2021.

In parallel to this has been active engagement and networking with local farmers, land owners, environmental charities, local government officials, central government agencies, Bowland AONB and the Yorkshire Dales Millennium Trust (YDMT), all of which have helped to raise our profile and enabled co-working plus the added benefit of attracting added value in the form of help 'in kind'.

3. Financial Review

The Charity was in a healthy position as of 31st March 2021 with sufficient funds to carry forward for completing essential seasonal land management work, plug planting purchase, purchase of meadow seed for the 2021/22 season and to continue with the volunteering and educational activities which will provide public benefit.

A reserve policy has not yet been established

The Trustees formally acknowledge the generous grant funding received from the Halton Lune Trust, The Areti Charitable Trust and the Plantlife Green Recovery Challenge Fund in partnership with the YDMT, which have enabled the successful first stage development of the Hermitage Field Community Meadow.

A requirement of the grant funding was that volunteers from the community should be involved in the charity's work and should benefit directly and indirectly. To meet these criteria individual volunteers and groups were to be recruited in several ways and procedures devised to objectively measure their contribution. By the end of March 2021 this recording, alongside that for risk assessment and covid safe working procedures was in place and will enable the value of these 'in kind' contributions to be reported in a meaningful way.

Similar procedures are to be applied to measure the volunteer contribution and monitor the benefits of the sessions planting out the matured plug plants in the Hermitage Field during the Summer months of the next financial year.

The value 'in kind' for this reporting year, August 2020 to March 2021, of the time and expertise contributed to the charity's work by the five Trustees has been calculated in value as equivalent to 588 hours and at a professional experienced level of input this is equivalent in monetary value to £25,284 for the period. This work included administration to set up the charity, establish systems and procedures, negotiate leases, liaison with local and national authorities, fundraising, recruitment, training and supervision of volunteers, web site development, publicity and developing partnerships with other meadow makers. 'In the field' - included work to prepare, manage and maintain the field site, source seed, sow, tend and plant appropriate native local species of meadow flowers in relevant quantities to make an impact on the site, and monitor growth.

The volunteer time contribution in this first financial year has been a fundamental contribution without which the level of progress and achievements to date could not have been accomplished.

We should also like to acknowledge the generous financial gift from Life for a Life Memorial Forests in memory of their founder Norman Kersh. Fundraising of £50 gifted from Tim Sarney and generous donations of tools and equipment from various supporters.

4. Structure, Governance & Management

The Hermitage Field Community Meadow (HFCM) is a Charitable Incorporated Organisation (CIO). The current governing document is set out in the HFCM Constitution dated 10th July 2020.

Trustees

The Constitution sets out the eligibility, appointment terms and responsibilities of Trustees. There are five Trustees who were appointed to form the charity:-

Mrs Erica Sarney BEM - Chairperson (4 years)

Miss Claire Cornish BA(Hons), MSc, MIEEM, Cenv (3 years)

Mr Timothy Paul Sarney BSc Hons (3 years)

Mrs Pamela Margaret Woolgar (3 years)

Dr. Katharine Milnes (3 years)

The Trustees currently meet bi-monthly on the 2nd Monday of the month.

Erica Sarney manages the day to day work of the Charity and is the main point of contact.

The first meeting of a financial year is in May. Meetings are held on Zoom.

A formal timetable for the issue of Agendas and circulation of Minutes has been adopted.

5. Reference and Administrative details

Charity name:- Hermitage Field Community Meadow

Other name the Charity uses:- HFCMeadow

Registered Charity Number:- 1190864

Charity's principal Address:- Hermitage Lodge
Low Road
Crook o Lune
Lancaster
LA2 9HU

6. Declarations

The Trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity trustees

Signature(s)	Erica Samy	P Woolgar
Full name(s)	ERICA SARNBY	Pamela Woolgar
Position (eg Chair,etc.)	HEAD OF TRUSTEES	Trustee
Date	3rd December 2021	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Hermitage Field Community Meadow

1190864

Receipts and payments accounts

CC16a

For the period from	14/08/20	To	30/03/21
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Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Halton Hydro	-	2,100	-	2,100	-
Areti Foundation	-	3,410	-	3,410	-
Loan	500	-	-	500	-
Legacy	200	-	-	200	-
Fundraising	50	-	-	50	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	750	5,510	-	6,260	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	750	5,510	-	6,260	-
A3 Payments					
Field Licence	-	150	-	150	-
Public Liability Insurance	-	291	-	291	-
Field Preparation /management	-	108	-	108	-
Tools and Equipment	-	191	-	191	-
Soft goods - Seed, plug plants	-	718	-	718	-
Loan Repayment	-	500	-	500	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	1,958	-	1,958	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	-	1,958	-	1,958	-
Net of receipts/(payments)	750	3,552	-	4,302	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	750	3,552	-	4,302	-

Section B Statement of assets and liabilities at the end of the period

		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Co-Op Bank	-	4,302	-
		-	-	-
		-	-	-
	Total cash funds	-	4,302	-

(agree balances with receipts and payments account(s))

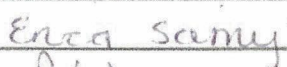
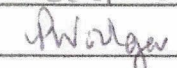
	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets		-	-
		-	-
		-	-
		-	-
		-	-

	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Tools and Equipment	-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Plug Plant pre-order	-	01 July 2021
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	ERICA SANEY	3.12.21
	P. WOOLGAR	3.12.21